

Laptop Computer Safe/Security Cabinet - Instruction Manual

Model Number WLAP2016-CHC

Safety Instructions

Always use the proper fasteners for mounting the cabinet. The use of incorrect fasteners could result personal injury and damage to the computer and cabinet.

Do not install the cabinet where it may become wet or damp. An electrical hazard may be present and damage to the computer and cabinet is likely to occur.

Never use the cord hole without the plastic grommet installed. Use care not to pinch the power cord when closing the door. The power cord may be cut or abraded and present an electrical hazard.

Do not use this unit for anything other than the designed purpose of laptop computer storage.

General Instructions

The cabinet is shipped assembled. Installation basically consists of installing 4 AA batteries (not included) and mounting it to a wall. There are 4 prepunched mounting holes located on the back of the unit. The width between holes is 16", which is the typical distance between joists, should you wish to mount to them. Always use the proper fasteners, which will be dictated by the construction of the mounting surface.

An external power supply is included and can be used to access the electronic lock should there be not power from the internal battery case. If the unit is locked when first opened, use the external power supply to gain access by plugging it into the jack located on the bottom of the key pad.

Keys for manual entry are included and typically shipped inside the internal battery case or the external power supply.

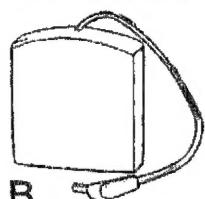
A cord hole has been prepunched and a grommet installed on the right side of the cabinet. Should you wish to use a cord hole on the left side, the "knock-out" must be removed and the supplied grommet installed.

THIS SAFE HAS BEEN PRE-PROGRAMED WITH COMMONLY USED PERSONAL AND ADMINISTRATOR DEFAULT PASSWORDS. FOR MAXIMUM SECURITY, YOU SHOULD IMMEDIATELY CHANGE BOTH PASSWORDS.

FAILURE TO IMMEDIATELY CHANGE BOTH PASSWORDS WILL COMPROMISE THE SECURITY OF THIS SAFE AND MAY RESULT IN THEFT OF THE CONTENTS.

Parts List

19 3/4" W x 15 3/4" H



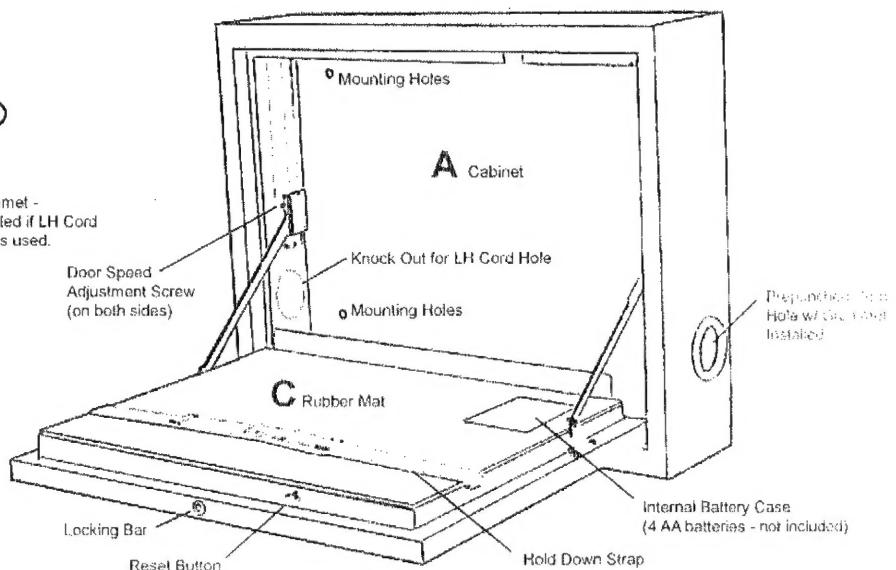
B
External Power Supply
(4 AA batteries - not included)



D
Keys -
Shipped inside
Internal Battery
Case



E
Grommet -
Installed if LH Cord
hole is used.



Part	Description	Qty
A	Cabinet w/ Electronic Lock	1
B	External Power Supply	1
C	Rubber Mat	1
D	Keys	2
E	Plastic Grommet	1

Installation Instructions

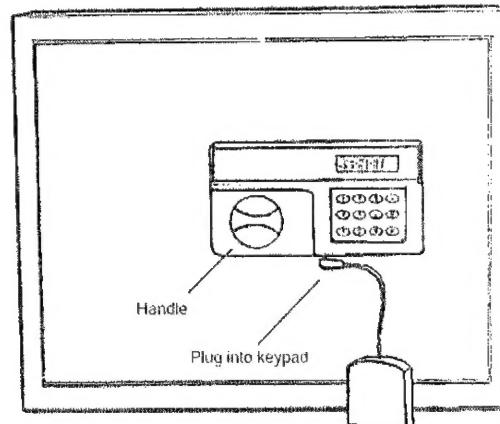
If the cabinet is locked when received, the external power supply can be used to open it.

Slide the cover back and install 4 AA batteries.

Plug the connector into the bottom of the key pad.

After the lock start-up cycle is complete, press # 1 2 3 4 # on the keypad. The display should now say "open".

Turn the handle to open cabinet.

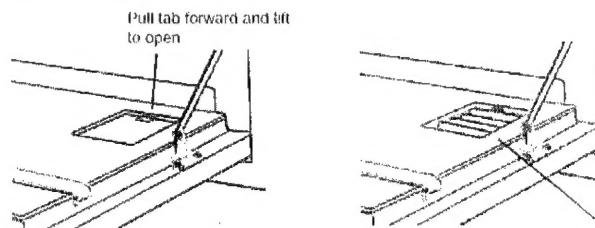


Step 1 - Insert Batteries

Open the cabinet and remove the cover to the internal battery case. Remove the keys if necessary.

Insert 4 AA batteries.

Replace the cover.

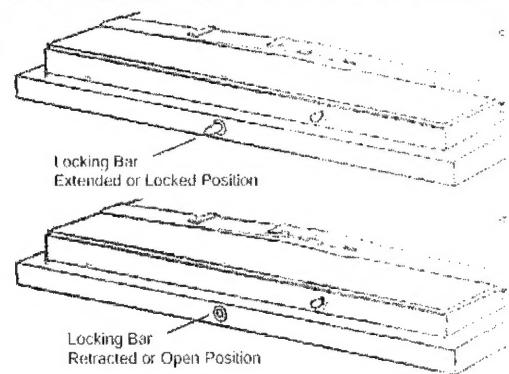


Step 2 - Test Lock

After the lock start-up cycle is complete, with the door still open, turn the handle to the locked position. The locking bar should stop in the extended position.

Press # 1 2 3 4 # on the keypad. The display should now say "open".

Turn the handle to the open position and verify that the locking bar retracts.



Step 3 - Mount Unit

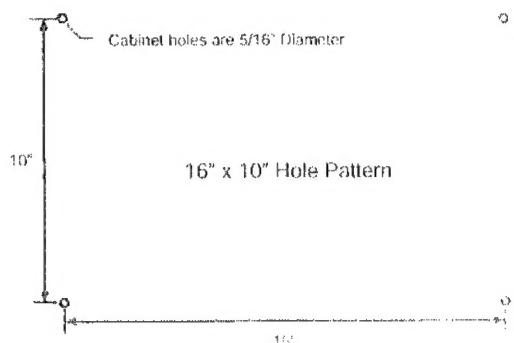
Choose a safe location where the cabinet will not get damaged or wet.

Make certain that the supporting structure is adequate for mounting the cabinet.

Select fasteners (not included) that are appropriate for the mounting surface and load requirements. Note: the holes in the cabinet are 5/16" diameter.

Drill 4 mounting holes in the 16" x 10" pattern, as illustrated.

Fasten the cabinet securely to the wall.

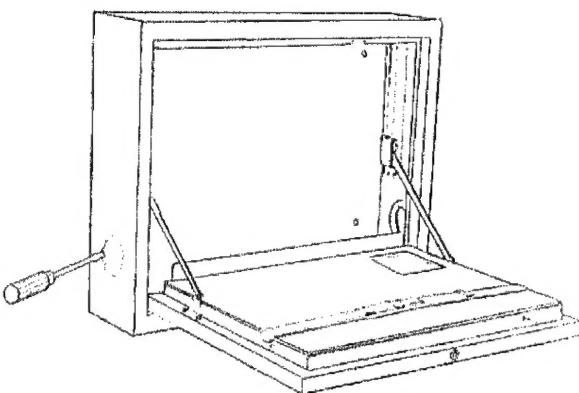
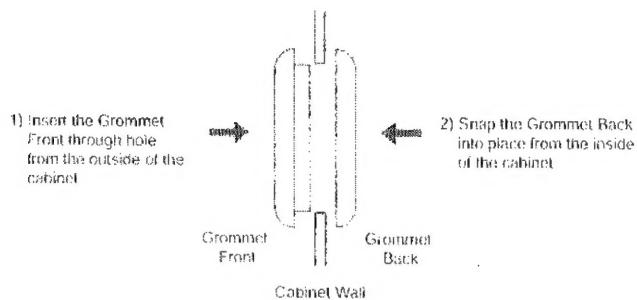


Additional Cord Hole (optional)

If an additional cord hole in the Left side of the cabinet is desired, the knockout must be removed and the plastic grommet installed.

Use a bladed screwdriver, position it on the edge of the knockout, as illustrated, and tap it with a hammer. Repeat until the knockout has been completely removed.

Separate the extra plastic grommet and install it in the opening, as illustrated below.



Do not use the cord hole without the plastic grommet installed.

Laptop Use

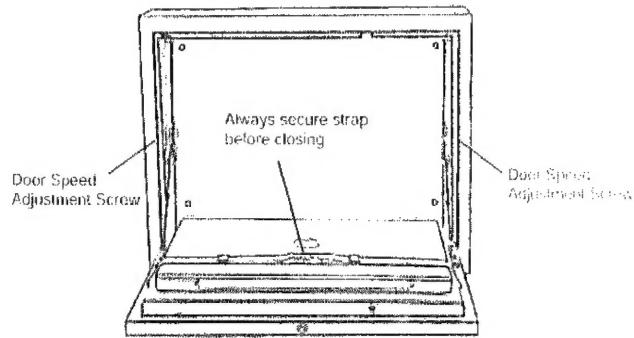
Feed the power cable through the cord hole.

Unfasten the strap and move the ends out of the way.

Set the laptop on the tray and plug in the power cable.

If necessary, adjust the door speed adjustment screws to prevent the door from falling open.

Before closing cabinet, **always** make sure that the laptop is fully closed and the **strap properly fastened**. Failure to do so may result in damage to the computer.



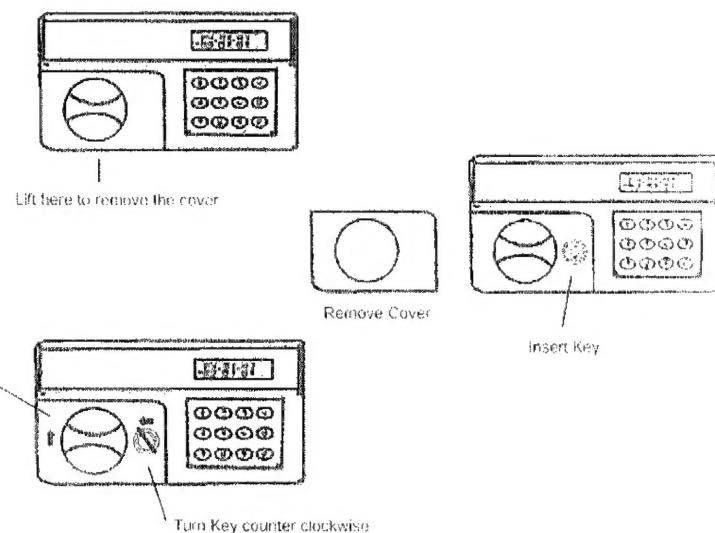
Key Entry

The keypad can be bypassed by using the key should the electronic lock become inoperable.

Remove the cover by prying it up from the bottom.

Insert the key into the lock and turn it counter clockwise.

While the key is turned, turn the handle clockwise to release the lock.



Electronic Coded Lock

The system has two passwords: personal and administrator, either can be used to open the door. The factory presets for each are as follows:

- Personal: 1 2 3 4

- Administrator: 1 2 3 4 5 6

THESE ARE COMMONLY USED PERSONAL AND ADMINISTRATOR DEFAULT PASSWORDS. FOR MAXIMUM SECURITY, YOU SHOULD IMMEDIATELY CHANGE BOTH PASSWORDS.

FAILURE TO IMMEDIATELY CHANGE BOTH PASSWORDS WILL COMPROMISE THE SECURITY OF THIS SAFE AND MAY RESULT IN THEFT OF THE CONTENTS.

Opening the Door

- 1) Press # key, enter the password, Press # key to confirm. Should you wish to conceal the password as it is entered, press the * key once before entering the code. Press the * key twice to disable concealment.

Changing the Personal Password

- 1) Open the door with the personal password.
- 2) Press the reset button inside the cabinet, or while the display reads "open", press the * key.
- 3) Enter the new password and press the # key to confirm. If the password has 8 digits, the confirmation will be done automatically.

Changing the Administrator Password

- 1) Open the door with the administrator password.
- 2) Press the reset button inside the cabinet, or while the display reads "open", press the * key.
- 3) Enter the new password and press the # key to confirm. If the password has 8 digits, the confirmation will be done automatically.

Setting the time

- 1) Press the * key.
- 2) Enter the year, month, day, day of the week (1=Mon, 2=Tuesday, etc.), hour (military time) and minute successively.

Retrieve the Open Door Records

- 1) Open the door, and while the display reads "open" press the 0 or 8 key.
- 2) The first screen displays the type of password (PASS-1/PASS-2) and the record number (NO 01 - NO 58). The second screen displays the date and time the door was opened. Press 0 to scroll back and 8 to go forward.

Battery Failure

- 1) Connect the external power supply to the socket on the keypad and follow the above procedures to access the cabinet, or use the Key Entry procedure described on Page 3. Replace the batteries.

Restoring Passwords and Clearing of Records

- 1) Remove the batteries and wait for system to completely discharge, then replace them.
- 2) Hold down the reset button inside the cabinet while the system is in the start-up cycle.
- 3) Once the system has restarted, release the reset button.
- 4) The passwords should now be restored to the factory defaults, the time reset and the open door records cleared.

Forgotten Password

- 1) Use the Key Entry procedure described on Page 3, then restore the default passwords using the previous method.

Notes

- 1) After a power down, the open door records will not be lost. However, the time will not be kept.
- 2) When using the keypad, if a key is not pressed for 20 seconds, the system will return to standby status.